

Organic Mass Balance Worksheet

A standard template for tracking organic raw materials to finished goods during USDA certification audits.

Company Name: _____

Date of Audit: _____

Audit Period: From _____ To _____

1. Ingredient Tracking (Raw Material)

Ingredient Name: _____

Organic Certification: 100% Organic Organic Made with Organic

Metric	Amount	Unit	Notes
Beginning Inventory	_____	_____	(Start of Audit Period)
+ Total Purchases	_____	_____	(Received during period)
- Ending Inventory	_____	_____	(End of Audit Period)
= Total Used (Calculated)	_____	_____	(Beginning + Purchases - Ending)

Attach purchase orders, invoices, and receiving logs to verify purchases.

2. Finished Good Tracking

Product Name: _____

Bill of Materials (BOM) Requirement: _____ units of Raw Material per 1 unit of Finished Good

Metric	Amount	Unit	Notes
Beginning Inventory	_____	_____	(Start of Audit Period)
+ Total Produced	_____	_____	(Manufactured during period)
- Total Sold/Shipped	_____	_____	(Shipped out during period)
- Ending Inventory	_____	_____	(End of Audit Period)

Attach production logs, batch records, and sales invoices to verify production and sales.

3. Mass Balance Calculation

This section compares the actual raw material used against the theoretical amount required based on the finished goods produced.

Calculation Step	Value	Formula
A. Total Finished Goods Produced	_____	(From Section 2)
B. Raw Material Required per Unit	_____	(From BOM Requirement)
C. Theoretical Raw Material Needed	_____	$(A \times B)$
D. Actual Raw Material Used	_____	(From Section 1)
E. Variance / Yield Loss Amount	_____	$(D - C)$
F. Variance Percentage	_____ %	$(E \div D) \times 100$

Variance Explanation

If the variance percentage is outside your standard expected yield loss (typically 1-5%), explain the discrepancy below (e.g., specific batch failures, spills, calibration issues):

Prepared By: _____ Date: _____

Auditor Signature: _____ Date: _____

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